

BLOOMFIELD TOWN COUNCIL

COMMITTEE ON COMMITTEES SUBCOMMITTEE

There was a regular meeting of the above referenced subcommittee held on Monday, January 14, 2014 at 6:00 p.m. in Conference Room #5, Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield, CT.

Committee members present were: Councilors Washington, Neuwirth and Deputy Mayor Gamble

Also present were: Marguerite Phillips, Town Clerk and India Rodgers, Clerk of Council

The meeting was called to order at 6:05 p.m.

Presentation of Boards and Commissions Manual by Marguerite Phillips – Town Clerk

Ms. Marguerite Phillips presented the updated Boards and Commissions Manual to the members of the Committee on Committees subcommittee of the Bloomfield Town Council.

She explained the elected boards and commission, appointed officials and Town Manager appoints. She further stated the need to have charges for each committee. These charges should be established and voted on by the full Council or identify the designation by Town Charter.

In addition, Ms. Phillips recommended that the initial focus should be on the Ethics Commission and Board of Assessment Appeals.

Mr. Philip K. Schenck, Jr., Town Manager inquired about any provisions established on how chairs of various boards and commissions are elected.

He also stated that he would like to develop a standard template for boards and commissions to use as a reference point including the following information:

- Name of Board or Commission
- Mission and Purpose
- Creation, Powers, Duties
- Members/Officers
- Terms
- Vacancies/Appointments

Mr. Schenck, Jr. stated that he will review at the staffing level to assist with boards' implementation of these suggested procedures.

Mrs. Phillips stated that she will e-mail surrounding towns to inquire about this template format.

Consider and Take Action regarding Discussion of Future Appointments to Boards and Commissions

Ethics Commission

It was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend to the full Council appointment of:

- Charles Francis Politis – Republican vacant seat
- Sten Caspersson – Republican alternate vacant seat

There is one Democratic vacant seat available for appointment. Deputy Mayor Gamble will solicit information from State Representative David Baram, also Chair of the Democratic Town Committee for this vacancy.

Board of Assessment Appeals

It was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend re-appoint of the full board to Council:

- Harriet Howard
- William Ortiz
- Quentin Johnson

Commission on Aging

It was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to recommend to the full Council appointment of:

- Shirley Thompson – Democratic vacancy

North Central Regional Mental Health Board

It was moved by Councilor Neuwirth, seconded by Deputy Mayor Gamble and voted unanimously to recommend to the full Council appointment of:

- Leslie Woods

Deputy Mayor Gamble mentioned that there may be a possible conflict with Sten Caspersson expressing interest of service on two different boards. Ms. Donna Landerman was also recommended, however her party affiliation must be verified prior to recommendation.

Conservation, Energy and Environment Committee (CEEC)

It was moved by Councilor Neuwirth, seconded by Deputy Mayor Gamble and voted unanimously to recommend re-appoint of the full board to Council.

Deputy Mayor Gamble will review the updated manual for all boards and commissions with term expirations and recommend appointments for each board.

In regards to recommending 4 year terms for all boards and commissions, Councilor Rivers stated that he is awaiting information from the Town Attorney and Town Clerk regarding ordinances, regulations, and town charter parameters. Once the information has been received, it will be discussed and review by the Administration & Education subcommittee members.

Adjournment

It was moved by Deputy Mayor Gamble, seconded by Councilor Neuwirth and voted unanimously to adjourn the meeting at 7:00 p.m.